

FLATHEAD COUNTY HISTORIC COURTHOUSE RENOVATION PROJECT ENVIRONMENTAL ASSESSMENT

PROJECT SUMMARY

The Flathead County Courthouse, a nationally registered landmark and the anchor for the historic courthouse district, is an excellent example of historic architectural integrity. Improvements must be implemented to protect the longevity and functionality of this structure for current and future generations. The building is currently used to house Flathead County government offices, many of which have been in this location since the building was constructed in 1903.

Flathead County is planning to implement renovation efforts at the historic Flathead County Courthouse, including:

- Renovation of public space to highlight historical attributes of the Courthouse
- Restoration of the grand main stairway to replicate original construction
- Preservation of exterior façade
- Installation of an elevator to provide ADA handicapped accessibility
- Installation of handicapped accessible restrooms on each floor
- Structural improvements to ensure building safety and stability
- Replacement of damaged exterior trim and installation of rain gutters
- Installation of Energy Efficient Windows
- Modifications to meet fire safety requirements

The total cost for overall Courthouse upgrades are projected at \$1,760,569.98. Flathead County will receive \$50,000 in HB 645 Historic Preservation funds to support historically relevant components of the overall project. The Department of Energy (DOE) EECBG Program has committed \$126,300 in funds to install energy efficient, historically aesthetic windows. Remaining funds necessary to complete renovation activities will be provided by the Flathead County Museum Board (\$210,000), and Flathead County Building funds (\$1,374,269.98).

The overall project will accomplish key modifications to upgrade life safety systems and proper emergency egress, provide ADA handicap accessibility components to all public floor levels, and complete vital restoration to the exterior and interior public areas of this 106 year old historic building.

Flathead County has retained the services of CTA Architects Engineers to complete a schematic design of the proposed improvements, and to provide project design and construction management. CTA has an experienced historic Architect on staff assisting with all aspects of the proposed upgrades. Preliminary estimates, budgets, and schedules have been produced given their professional advice. This project is completely feasible and ready to implement immediately.

Please see the attached project budget and implementation schedule for additional information.

FLATHEAD COUNTY HISTORIC COURTHOUSE RENOVATION PROJECT ENVIRONMENTAL ASSESSMENT

PROJECTED BUDGET FOR FLATHEAD COUNTY COURTHOUSE RENOVATIONS

Name of Grant Recipient: Flathead County

Budget Prepared By: Flathead County & CTA Architects Engineers

PROJECT ACTIVITY	HB 645 Grant	Other Funds: <u>Flathead County Building Funds</u>	Other Funds: <u>DOE EECBG</u>	Other Funds: <u>Flathead County Museum Board</u>	Total Costs
Preliminary Architectural/ Engineering Design		\$19,605.74			\$19,605.74
Final Architectural/ Engineering Design		\$ 117,400.00	\$1,300.00		\$118,700.00
Land Acquisition					
Equipment					
Construction & Labor	\$50,000.00	\$1,041,291.75	\$ 125,000.00	\$210,000.00	\$1,426,291.75
Contingency		\$142,629.18			\$142,629.18
Other		\$53,343.31			\$53,343.31
TOTAL PROJECT COSTS	\$50,000.00	\$1,374,269.98	\$126,300.00	\$210,000.00	\$1,760,569.98

FLATHEAD COUNTY HISTORIC COURTHOUSE RENOVATION PROJECT ENVIRONMENTAL ASSESSMENT

Projected Implementation Schedule:

(CALENDAR YEAR)	QUARTERS 2010			QUARTERS 2011			
TASK	2 nd	3 rd	4 th	1 st	2 nd	3 rd	4 th
<u>PROJECT START-UP AND REPORTING</u>							
A. Sign contract with Department of Commerce	x						
B. Secure approval of other funding	x						
C. Submit ARRA progress reports		x	x	x			
<u>PROJECT CONSTRUCTION</u>							
A. Architectural/Engineering Design	x	x					
B. Construction and/or purchase and installation of equipment		x	x	x			
C. Final Inspection				x			
<u>PROJECT CLOSE-OUT</u>							
A. Submit project completion report				x			
B. Include project in audits			x				x

ENVIRONMENTAL CHECKLIST

Flathead County Courthouse Renovation

[Name of Project]

Kalispell, MT, MONTANA

[Location]

Proposed Action:

Renovate courthouse to highlight historical attributes including, restoration of grand staircase, install elevator to provide ADA accessibility, install energy efficient windows, preserve exterior facade, modifications to meet fire safety requirements, install handicap accessible rest rooms, structural modifications to ensure safety and stability, replacement of damaged exterior trim and rain gutters.

Environmental Review:

Key Letter: **N** – No Impact/Not Applicable **B** – Potentially Beneficial **A** – Potentially Adverse
P – Approval/Permits Required **M** – Mitigation Required

PHYSICAL ENVIRONMENT	
Key	1. Soil Suitability, Topographic and/or Geologic Constraints (e.g., soil slump, steep slopes, subsidence, seismic activity)
N	
Key	2. Hazardous Facilities (e.g., power lines, hazardous waste sites, acceptable distance from explosive and flammable hazards including chemical/petrochemical storage tanks, underground fuel storage tanks, and related facilities such as natural gas storage facilities & propane storage tanks)
N	
Key	3. Effects of Project on Surrounding Air Quality or Any Kind of Effects of Existing Air Quality on Project (e.g., dust, odors, emissions)
N	
Key	4. Groundwater Resources & Aquifers (e.g., quantity, quality, distribution, depth to groundwater, sole source aquifers)
N	
Key	5. Surface Water/Water Quality, Quantity & Distribution (e.g., streams, lakes, storm runoff, irrigation systems, canals)
N	

Key Letter: **N** – No Impact/Not Applicable **B** – Potentially Beneficial **A** – Potentially Adverse
P – Approval/Permits Required **M** – Mitigation Required

Key	6. Floodplains & Floodplain Management (Identify any floodplains within one mile of the boundary of the project.)
N	
Key	7. Wetlands Protection (Identify any wetlands within one mile of the boundary of the project.)
N	
Key	8. Agricultural Lands, Production, & Farmland Protection (e.g., grazing, forestry, cropland, prime or unique agricultural lands) (Identify any prime or important farm ground or forest lands within one mile of the boundary of the project.)
N	
Key	9. Vegetation & Wildlife Species & Habitats, Including Fish (e.g., terrestrial, avian and aquatic life and habitats)
N	
Key	10. Unique, Endangered, Fragile, or Limited Environmental Resources, Including Endangered Species (e.g., plants, fish or wildlife)
N	
Key	11. Unique Natural Features (e.g., geologic features)
N	
Key	12. Access to, and Quality of, Recreational & Wilderness Activities, Public Lands and Waterways, and Public Open Space
N	
HUMAN POPULATION	
Key	1. Visual Quality – Coherence, Diversity, Compatibility of Use and Scale, Aesthetics
B	
Key	2. Nuisances (e.g., glare, fumes)
N	

Key Letter: N – No Impact/Not Applicable **B** – Potentially Beneficial **A** – Potentially Adverse
P – Approval/Permits Required **M** – Mitigation Required

Key	3. Noise -- suitable separation between noise sensitive activities (such as residential areas) and major noise sources (aircraft, highways & railroads)
N	
Key	4. Historic Properties, Cultural, and Archaeological Resources
B	
Key	5. Changes in Demographic (population) Characteristics (e.g., quantity, distribution, density)
N	
Key	6. General Housing Conditions - Quality, Quantity, Affordability
N	
Key	7. Displacement or Relocation of Businesses or Residents
N	
Key	8. Public Health and Safety
B	
Key	9. Lead Based Paint and/or Asbestos
N	
Key	10. Local Employment & Income Patterns - Quantity and Distribution of Employment, Economic Impact
N	
Key	11. Local & State Tax Base & Revenues
N	
Key	12. Educational Facilities - Schools, Colleges, Universities
N	

Key Letter: **N** – No Impact/Not Applicable **B** – Potentially Beneficial **A** – Potentially Adverse
P – Approval/Permits Required **M** – Mitigation Required

Key	13. Commercial and Industrial Facilities - Production & Activity, Growth or Decline.
N	
Key	14. Health Care – Medical Services
N	
Key	15. Social Services – Governmental Services (e.g., demand on)
B	
Key	16. Social Structures & Mores (Standards of Social Conduct/Social Conventions)
B	
Key	17. Land Use Compatibility (e.g., growth, land use change, development activity, adjacent land uses and potential conflicts)
B	
Key	18. Energy Resources - Consumption and Conservation
B	
Key	19. Solid Waste Management
N	
Key	20. Wastewater Treatment - Sewage System
N	
Key	21. Storm Water – Surface Drainage
N	
Key	22. Community Water Supply
N	

Key Letter: **N** – No Impact/Not Applicable **B** – Potentially Beneficial **A** – Potentially Adverse
P – Approval/Permits Required **M** – Mitigation Required

Key	23. Public Safety – Police
N	
Key	24. Fire Protection – Hazards
B	
Key	25. Emergency Medical Services
N	
Key	26. Parks, Playgrounds, & Open Space
N	
Key	27. Cultural Facilities, Cultural Uniqueness & Diversity
B	
Key	28. Transportation Networks and Traffic Flow Conflicts (e.g., rail; auto including local traffic; airport runway clear zones - avoidance of incompatible land use in airport runway clear zones)
N	
Key	29. Consistency with Local Ordinances, Resolutions, or Plans (e.g., conformance with local comprehensive plans, zoning, or capital improvement plans)
N	
Key	30. Is There a Regulatory Action on Private Property Rights as a Result of this Project? (consider options that reduce, minimize, or eliminate the regulation of private property rights.)
N	

FLATHEAD COUNTY COURTHOUSE RENOVATION PROJECT ENVIRONMENTAL ASSESSMENT CHECKLIST

The Flathead County Courthouse has been in operation for more than 107 years. Originally occupied in 1903, the courthouse today houses the Clerk and Recorder's Office, Plat Room, Election Department, Finance Office, GIS Management Office, and Human Resources Department. Registered on the National Register of Historic Places, the county is committed to preserve the historic nature of the building.

ALTERNATIVES: Describe reasonable alternatives to the project.

The only alternative, although not reasonable, would be to not do this project. The courthouse has continuing historical and cultural significance and is in need of renovation including energy and structural retrofit. All renovation activities are designed to preserve the historic nature of the structure. The courthouse is a functional and operating public office space on multiple floors. Renovations to include ADA handicap accessible rest room facilities on each floor and installation of an elevator are intended to facilitate the public with disabilities. Other renovation components will preserve the unique quality of the historic structure and make it more energy efficient. Structural and fire safety improvements are intended to promote public safety and welfare.

MITIGATION: Identify any enforceable measures necessary to reduce any impacts to an insignificant level.

No mitigation is necessary. No hazardous materials are associated with this project. Building material solid waste will be transported to the county landfill for disposal. The only mitigated issue required will be a temporary public inconvenience during renovation activities. Public office functions will be temporally relocated to other available county facilities during construction and construction may be completed outside of business hours. Public announcements and signage will assist the public with temporary office relocations for county business.

The courthouse renovation project will be beneficial in restoring the original architecture, enhance the historic value and significance of the building and proved ADA accessibility.

IS AN EA OR EIS REQUIRED?: Describe whether or not an EA or EIS is required, and explain in detail why or why not.

The courthouse is a fully operational nationally registered historic county building. The project is intended to provide interior building improvements that: renovate public space to highlight the historic attributes of the courthouse; restore the grand staircase to its original construction, improve public accessibility with an internal elevator and ADA compliant bathrooms, improve energy efficiency by replacing windows, and improve structural and fire safety for public safety and welfare. Exterior improvements include restoring the facade and trim with rain gutters. These are needed minor modifications to the historic build and designed to protect the longevity and functionality of the building.

No public scoping or identifying alternatives is needed, as required in an environmental impact statement. Given the limited scope of the project an EA is more appropriate since the structural and cosmetic modifications are needed to return the structure to its former historic construction,

provide ADA compliant facilities for public convenience and improve public safety and welfare. Additionally, the grant award is specific to the elements identified in project agreement.

The only viable alternative consideration would be to not commence the project, which would further erode structural and historic values and longevity of the historic structure for lack of structural and efficiency improvements, and ADA facilities.

PUBLIC INVOLVEMENT: Describe the process followed to involve the public in the proposed project and its potential environmental impacts. Identify the public meetings -- where and when -- the project was considered and discussed, and when your organization or entity authorized the submission of the completed budget, implementation schedule, and environmental assessment (EA) checklist.

The Flathead County Board of County Commissioners discussed the project during several of their daily meetings (meeting minutes attached). These meetings were all publicly noticed and allowed for public comment:

- June 16, 2009 – The Board held general discussions regarding the status of the energy efficiency EECBG grant for energy efficient windows.
- July 16, 2009 – The Board held general discussions regarding the ADG agreement for the courthouse elevator and approved the agreement.
- July 28, 2009 – The Board held general discussions regarding the courthouse project, including the elevator, exterior siding, and location of the stairway. The board decided to proceed with the renovation work.
- August 20, 2009 – The Board held discussions regarding authorizing a “Request for Qualifications” to provide architectural professional services for the courthouse project and authorized staff to proceed with the posting.
- October 20, 2009 – The Board received a status report of AFG grant.
- January 5, 2010 – The Board authorized the County Administrator to sign the EECBG for the courthouse project.
- April 28, 2010 – The Board accepted the HB-645 Historic Preservation grant award to continue with the renovation project.
- May 3, 2010 - The Board authorized staff to publicly notice the public hearing to consider the EA and set May 25, 2010 for the public hearing.
- May 25, 2010 - The Board will conduct a public hearing, and following the hearing take action on the EA; the staff recommendation is to approve the Flathead County Courthouse Renovation EA and direct staff to submit the EA to the State for processing.

The minutes of the Board meetings and a copy of the public hearing notice will be attached as EA documentation.

PERSON(S) RESPONSIBLE FOR PREPARING: Identify the person(s) responsible for preparation of this checklist.

Jeff Harris
Flathead County Environmental Compliance Officer
May 3, 2010

TUESDAY, JUNE 16, 2009

BI-MONTHLY MEETING W/ DEBBIE PIERSON, GRANT WRITER

9:18:59 AM

Members present:

Chairman Dale W. Lauman

Commissioner Joseph D. Brenneman

Commissioner James R. Dupont

Others present:

Assistant Mike Pence, Grant Writer Debbie Pierson, Clerk Kile

Pierson reported they should hear some time this fall on the AFG Grant that was submitted totaling \$999,986.00. She then explained she is working on an EECBG Energy Grant for \$274,200.00 which is a direct formula grant, which means provided they get the pieces in and they like them they will receive the money. The grant money will be put towards energy efficiency retro-fits which would include Courthouse windows, upgrades to the HVAC system at the Animal Shelter and insulation upgrades to the Blue Bldg. It was then reported TCEP funding of \$625,000.00 was received for the stormwater project which is based on meeting start up conditions by June 30, 2011.

THURSDAY, JULY 16, 2009

DOCUMENT FOR SIGNATURE: ADG AGREEMENT FOR COURTHOUSE ELEVATOR STUDY

9:32:42 AM

Members present:

Chairman Dale W. Lauman

Commissioner James R. Dupont

Members absent:

Commissioner Joseph D. Brenneman

Others present:

Assistant Mike Pence, Deputy County Attorney Jonathan Smith, Treasurer Adele Krantz, Clerk Kile

A general description of the study is to investigate the possibility of providing an elevator handicapped access at the Courthouse.

Commissioner Dupont made a **motion** to approve the document for signature for a Courthouse elevator study and authorized the chairman to sign. Chairman Lauman **seconded** the motion. **Aye** - Lauman and Dupont. Motion carried by quorum.

TUESDAY, JULY 28, 2009

DISCUSSION RE: BLUE BUILDING INTERIOR REMODELING STUDY & COST

10:30:42 AM

Members present:

Chairman Dale W. Lauman

Commissioner Joseph D. Brenneman

Commissioner James R. Dupont

Others present:

Assistant Mike Pence, Deputy County Attorney Tara Fugina, Treasurer Adele Krantz,

Superintendent of Schools Marcia Sheffels, Recording Manager Monica Eisenzimer, Clerk Kile

General discussion was held relative to renovating the Blue Building and adding an elevator to the Old Courthouse in order to meet facility needs for the Clerk & Recorder's Office and Treasurer's Office. Pence explained \$2.9 million has been set aside to build a new administrative building, but in light of the economy and recent renovations to the Old Courthouse he stated it is hard to justify vacating it now when the price tag of a new building is at \$4 million. The proposal is to put the administrative building on long term hold and to consider using the current facilities with renovation and improvements done utilizing funds that have been set aside for the administrative building.

Krantz summarized the proposal for the Treasurer's Department would involve moving the entire department to the main floor and consolidating with the Motor Vehicle Department, which would eliminate the need for two staff members and make her office more efficient. She then noted the Superintendent of School's would move to the lower level.

General discussion was held relative to renovations which would include elimination of a stairway on one side of the building and moving one on the other side to make more space available for an elevator. Also discussed were changes to the restrooms, layout efficiency and insulation.

Pence stated what they are looking for is a recommendation from the commission in regards to moving forward if they feel this is a good solution to the facility needs. He noted with parking needs the space can still be utilized where the building was to be built.

Chairman Lauman stated he agreed with the proposed use of space with the Courthouse structure being adequate if an elevator is installed. He then said the Blue Building was built as a temporary building that does need improvements and feels it would be a wise use of money to do the renovations and add additional parking.

Pence pointed out the money is set aside from the administrative building and they would still have money left over for another building project.

Commissioner Dupont pointed out that he felt it would be cost effective for \$600,000.00 compared to \$4 million and would be a great savings if it would still accomplish what we need for facilities.

General discussion was held relative to a grant for insulation, exterior siding and location of the stairway.

Commissioner Brenneman made a **motion** to proceed with remodeling. Commissioner Dupont **seconded** the motion. **Aye** - Lauman, Brenneman and Dupont. Motion carried unanimously.

THURSDAY, AUGUST 20, 2009

AUTHORIZATION TO PUBLISH REQUEST FOR QUALIFICATIONS: ARCHITECT/
COURTHOUSE ELEVATOR & WINDOWS PROJECT

9:37:00 AM

Members present:

Chairman Dale W. Lauman
Commissioner Joseph D. Brenneman
Commissioner James R. Dupont

Others present:

Assistant Mike Pence, Deputy County Attorney Jonathan Smith, Clerk Kile

Commissioner Brenneman made a **motion** to authorize publication of Request for Qualifications for a Courthouse elevator and new windows project and authorized the chairman to sign. Commissioner Dupont **seconded** the motion. **Aye** - Lauman, Brenneman and Dupont. Motion carried unanimously.

REQUEST FOR QUALIFICATIONS

The Flathead County Board of Commissioners is requesting interested architects or firms to submit their qualifications for providing architectural services to Flathead County pursuant to the requirements of Section 18-8-201, *et seq.*, M.C.A. Such qualification statements are to be submitted, in writing, to the Flathead County Board of Commissioners at 800 South Main, Kalispell, Montana 59901, and must be received no later than 5:00 p.m. on September 8, 2009. All responses will be reviewed by the Board of Commissioners and those firms chosen for further discussions or more detailed submittals will be so notified by written letter from the Office of the Flathead County Board of Commissioners.

SCOPE OF WORK:

The person/firm selected will provide all architectural services necessary to complete final design, construction plans and bid specs for the replacement of windows and the addition of an elevator in the Flathead County Courthouse at 800 South Main, Kalispell, MT.

CRITERIA OF SELECTION:

Selection of a person/firm for the provision of these services will be based upon the following criteria and each of the six criteria must be addressed within the qualifications response submitted in order to be eligible for consideration. Qualifications of the proposed professional personnel who will be assigned to the project.

1. Capability to meet time and project budget requirements.
2. Location of the office of the person/firm.
3. Present and projected workloads of the person/firm.
4. Related experience on similar projects.
5. Recent and current work for Flathead County.
6. Familiarity with requirements for remodeling Historical Buildings in order to maintain historical integrity as much as possible.

Dated this 20th day of August, 2009.

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

By/s/Dale W. Lauman
Dale W. Lauman, Chairman

ATTEST
Paula Robinson, Clerk

By/s/Diana Kile
Diana Kile, Deputy

Publish on August 25 and September 1, 2009.

TUESDAY, OCTOBER 20, 2009

BI-MONTHLY MEETING W/ DEB PIERSON, GRANT WRITER

9:18:00 AM

Members present:

Commissioner Joseph D. Brenneman PT

Commissioner James R. Dupont

Members absent:

Chairman Dale W. Lauman

Others present:

Assistant Mike Pence, Grant Writer Deb Pierson, Clerk Kile

Pierson reported no word has been received yet on the AFG grant so they assume they are still in the running. She then reported the Bigfork school project is now complete with the upgrades totaling \$200,000. She then explained the DEQ 319 rough draft was submitted with the final draft due towards the end of November. It was then reported 48 North is beginning preliminary work on test holes on the county right-of-way off Grand Avenue. She then gave an update on the Bigfork Stormwater Project and stated a presentation will be held on December 8th for the commission that will be held at the Earl Bennett Building. The Historic Preservation Grant for the Courthouse was then reviewed which is a \$250,000 request for money to add an elevator, install gutters, new windows and do some structural reinforcement.

Discussion was held relative to the eligibility of a grant for Intermountain Children's Home.

TUESDAY, JANUARY 5, 2010

AUTHORIZE MIKE PENCE AS SIGNATORY FOR ENERGY, EFFICIENCY &
CONSERVATION BLOCK GRANT/ COURTHOUSE, ANIMAL SHELTER & BLUE BUILDING
RESTORATION PROJECTS

10:15:52 AM

Members present:

Chairman Joseph D. Brenneman
Commissioner Dale W. Lauman
Commissioner James R. Dupont

Others present:

Assistant Mike Pence, Grant Writer Debbie Pierson, Maintenance/ Weed/ Parks
Director Jed Fisher, Clerk Kile

Commissioner Lauman made a **motion** to authorize Mike Pence to sign the energy grants.
Commissioner Dupont **seconded** the motion. **Aye** – Brenneman, Lauman and Dupont. Motion
carried unanimously.

WEDNESDAY, APRIL 28, 2010

DOCUMENT FOR SIGNATURE: AWARD LETTER/ HISTORICAL PRESERVATION GRANT

9:17:09 AM

Members present:

Chairman Joseph D. Brenneman

Commissioner Dale W. Lauman

Commissioner James R. Dupont

Others present:

Assistant Mike Pence, Grant Writer Debbie Pierson, Clerk Kile

Pierson explained a signature is needed for an award letter for the Historic Preservation Grant under HB645. The public hearing is set for May 25 to hear citizen comments regarding the Environmental Assessment which an extension has been granted for.

Commissioner Dupont made a **motion** to authorize the chair to sign the agreement with the Department of Commerce. Commissioner Lauman **seconded** the motion. **Aye** - Brenneman, Lauman and Dupont. Motion carried unanimously.

NOTICE OF PUBLIC HEARING TO CONSIDER THE
ENVIRONMENTAL ASSESSMENT COMPLETED FOR THE
FLATHEAD COUNTY COURTHOUSE RENOVATION PROJECT

Flathead County is holding a public hearing at 10:00 am, May 25, 2010 in the Flathead County Commissioners Chambers, 800 South Main Street, Kalispell, Montana, for the purpose of obtaining citizen comment regarding the Environmental Assessment Review (EA) conducted for the Flathead County Courthouse Renovation Project. The EA is necessary to assess any potential environmental impacts of the proposed project.

A copy of the draft EA and a project overview can be accessed through the Flathead County webpage at: <http://flathead.mt.gov/commissioner/> or http://flathead.mt.gov/planning_zoning/. A hard copy of the EA can be picked up Monday through Friday, 8:00 am-4:00 pm at the Flathead County Commissioners office, or requested via phone or e-mail by contacting Debbie Pierson at (406) 758-2467 or dpierson@flathead.mt.gov.

At the public hearing, a brief overview of the proposed project will be given, and the EA discussed. At the public hearing, everyone will be given the opportunity to express his/her opinions regarding the EA. Comments may be given orally at the hearing or submitted in writing no later than 5:00 pm, May 24, 2010.

Dated this 3rd day of May, 2010.

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

By _____
Joseph D. Brenneman, Chairman

ATTEST:
Paula Robinson, Clerk

By: _____
Deputy

Daily InterLake: Publish on May 9 & 16, 2010.